

PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS
Governing Board of APEX Academy and Matrix for Success Academy
REGULAR MEETING MINUTES
5:00 PM, Tuesday July 24, 2018

I. Call to Order

Meeting was called to order at 5:05PM.

II. Roll Call

	Present	Absent
● Ms. Gail Shaw-Hawkins	<u>X</u>	_____
● Ms. Jody Molodow	<u>X</u>	_____
● Ms. June Getz	<u>X</u>	_____
● Ms. Marla Mattenson	<u>X</u>	<u>(Left mtg. @5:50pm)</u>
● Ms. Allison Hendrick	<u>X</u>	_____

III. Approval of Minutes

A. May 22, June 20, 2018

May 22 and June 20, 2018 Board meeting minutes were reviewed. Moved by Getz, Second by Molodow; the following vote took place:

Meeting Minutes were Approved by the following vote: AYES- Molodow, Mattenson, Hendrick, Getz, Shaw-Hawkins. NAYES – 0, Abstain – 0. Absent – 0.

IV. Directors' Updates

- A. APEX, Matrix Facility/staffing, and DPNG learning platform
- B. Enrollment, attendance
- C. Academic achievement update

Director Lopez provided an update on Matrix facilities status and final stage of signing lease agreement with St. Patrick's Church. Director Paz provided an update on enrollment for Matrix and explaining that we could provide expanded services to APEX students who needed credit recovery opportunities through Matrix enrollment during the Summer time, however LAUSD's CSD brought up Prop 39 concerns regarding serving Matrix students. Directors Paz and Lopez explained that legal counsel's view is that there is no issue, however at this time we will switch and start Matrix enrollment following the Track B calendar which begins on August 20, thus still affording all new Matrix students a full 180-day school year. Director Lopez provided an update on the DPNG learning platform to be implemented at both APEX and Matrix, indicating that most high school and middle school competency-based curriculum rubrics have been completed and uploaded into system.

V. Business for Review and Discussion

- A. Certificated/Classified Staff Update
- B. Governing Board member recruitment and training
- C. Board Review of LAUSD Oversight Report from 2017-18

Director Paz updated the board on progress regarding board member recruitment and related activities and along with Board member Molodow indicated their confidence in prospective members Mary Jane Wagle and Lynnette Jenkins. Director Lopez stated that there is a need for a retreat to bring new members up to speed with the vision and ongoing needs and opportunities for APEX, Matrix and Diploma Plus. Director Lopez and Paz reviewed the LAUSD Oversight report conducted in the Spring of 2018, highlighting the items of focus within fiscal policies, which will be updated as recommended during oversight review. Director Lopez provided an update regarding Matrix professional development and vacancies within APEX and Matrix.

VI. Business for Action

- A. Review and approval of June 2018 financial statements, Enrollment/ADA, check/voucher register and balance sheet for APEX Academy. Income statement for Matrix for Success Academy.

Ayanthy Peiris from ExEd, provided the financial dashboard and reviewed the statements for June 2018. Moved by Molodow, Second by Getz; the following vote took place:

Item A was Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

- B. Recommendation to approve PazLo’s fiscal policies handbook applicable to both APEX and Matrix charters. Per oversight visit discussions, clarifications have been added to conference attendance approvals, related reimbursements, etc.

Item B postponed to future meeting

- C. Recommendation to review and approve Independent studies policy for APEX Academy. In efforts to assist area non-grads and drop-outs not being able to attend Matrix site in South LA.

Director Lopez reviewed the IS policy, procedures and Master Agreements with governing board and explained the need for it to meet ongoing needs of students in need of flexibility until a Matrix for Success Academy site is identified in the area in near future. Implementation of new learning platform will facilitate the IS program for APEX. Moved by Hendrick, Second by Getz; the following vote took place:

Item C was Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

- D. Recommendation to review and approve Lease agreement with St Patrick’s Catholic Church (LA Archdiocese) to serve as South LA Matrix resource center site. Given New Hope’s issues securing CUP and COO, St Patrick’s opened up and has been previously occupied by two other LAUSD approved charter schools.

Director Lopez and Paz reviewed the lease agreement for Matrix site at St. Patrick’s. The identified site has already been occupied by 2 LAUSD authorized traditional charters in past 6 years and is “move-in” ready. While lease amount is higher than budgeted, there is no additional expense for site permits, improvements, or wiring at this time. Board member Shaw-Hawkins asked for clarification regarding New Hope Site issue; Director Paz explained that our goal is to maintain and establish relationships and will be meeting with Pastor to continue relationship, while using clause in lease agreement allowing us to end lease if CUP and COO is not secured by December 2018. Based on existing backlog, consultant, councilman’s office and city planners, securing CUP and COO for New Hope site will take 9 months to 1 year. Moved by Molodow, Second by Getz; the following vote took place:

Item D was Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

- E. Recommendation to elect new governing board member(s) to PazLo’s Board of Directors. Thanks to our participation of governing board support program from ExEd, Mr. Paz and Jody Molodow have been able to meet and recommend individuals who would strengthen our governing board.

Director Paz explained process and program to recruit board members through the ExEd referred program and expressed confidence in the addition of Mary Jane Wagle and Lynnete Jenkins to the Governing Board. Mary Jane Wagle, present at meeting, stated her experience and desire to serve and bring her expertise and experience to strengthen our school programs. Board member Molodow expressed what a powerful experience the board training/recruitment process has been and concurred with confidence to add Mary Jane Wagle and Lynnette Jenkins to Governing Board.

Moved by Molodow, Second by Getz; the following vote took place:

Item E to elect Mary Jane Wagle to the Governing Board was Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

Moved by Molodow, Second by Getz; the following vote took place:

Item E to elect Lynnete Jenkins to the Governing Board was Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

VII. Public Comment

- A. TBD

No public statements made.

VIII. Closed Session

- Personnel (Government Code Section 54957)

No closed session held.

IX. Adjournment

- a. Meeting was adjourned at **6:06 PM**

Moved by Getz, Second by Molodow; the following vote took place:

Adjournment Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow. NAYES – 0, Abstain – 0. Absent – Mattenson